

**Region:**

II

**Contact  
Person/s:**

Kathy Lee

Nancy Rubbelke

**Telephone:** 701-858-3054

701-858-3483

701-857-8683

**Fax:**

**Email:**

[Kathy.lee@minotstateu.edu](mailto:Kathy.lee@minotstateu.edu)

[82rubn@nd.gov](mailto:82rubn@nd.gov)

**Who was involved in the QIP development:**

Region II RICC – MIDP staff, DD case management, Experienced Parent, Right Track, parents: present at the meeting: Wendy Thomas, Kathy Lee, Mary Lou Holliday, Nancy Rubbelke, Dawn Klein, Patty Redding, Dawn Milbrath, Elizabeth Sides, Thea Holm

**What data was reviewed to support findings?**

Data from ASSIST; December 1, 2005 618 data; Child Outcomes Measurement tool; Family Outcomes Measurement Tool; File Review Data; Compliance Review Data

**Focus Group? Yes or No. If yes, describe the group, issues, and responses:**

no

Executive Summary:

Please provide an executive summary of the team's findings in the research and analysis of data. You will want to include the major points that will be discussed in the rest of the plan. Highlight the accomplishments of the region, compare the regional data with state and federal targets, and provide an overview of what will be addressed in the coming year for improvement issues. Please make certain that you address the issues that are the focus of your improvement plan. Enter Executive Summary Here.....

Over the next year, the 100% compliance indicators will be targeted first. Indicator #1, delivery of services in a timely manner is not an issue in some areas but is an issue in others. Education of staff regarding proper entry of start dates on the IFSP will help with accurate documentation of service delivery. Access to SLP services, both for consultation and direct therapy remains an issue for this region even when the child lives in Minot. When the child lives outside of Minot access is extremely limited. Access to OT and PT services is also limited but not as limited as speech services. Kathy Lee will work with staff from the North Dakota Center for Persons with Disabilities who have experience delivering speech therapy services via distance technology to explore the possibility of using related technology for in-home services. This would also help make compliance with the 45 day timeline (indicator #7) easier since it would cut down on the wait time for evaluation. MIDP and DDCM have made some changes to the intake process that appears to be cutting the time from referral to IFSP development. In the past, DDCM has met with the family, done an intake and then forwarded the referral to ID. Now case management and ID are doing a joint intake and ID has

started the initial evaluation process. This has added a few days and made making the 45 day timeline more likely. Progress has already been made in the transition planning process. ID is now documenting prior notice in the correspondence section of Lotus Notes. Transition meeting notes are being added to the current level of performance. ID has met with the preschool coordinators regarding scheduling the transition meetings within the specified timelines and progress has been made but 100% compliance has not been achieved. Summer meetings remain problematic. However, the cooperation in planning needed evaluation prior to the 2 yr. 9 mon. meeting has improved and Part B has assumed some responsibility and provided evaluation when ID did not have the resources to get it done. MIDP has always provided the LEA's with notification of a child at age 2 through contacts with the preschool coordinator. However, a system for documentation that records were received has not been fully implemented. One preschool coordinator is providing documentation at this time.

To improve overall compliance with monitoring standards, MIDP has instituted a peer review process. During the month of April, each staff member brought a plan to the team for comment and suggestion. Starting in July, 2007, one program a month will be randomly selected and a peer review team with alternating membership will review the evaluation, and IFSP against the compliance monitoring standards and give feedback to the staff member who developed the plan. It is felt that this will help all staff become more familiar with the standards.

Monitoring Priority: Early Intervention in Natural Environments

**Part C Priority Indicator 1: Percent of infants and toddlers with IFSPs who receive the early intervention services on their IFSPs in a timely manner.**

Measurement:  $\text{Percent} = \frac{\text{\# of infants and toddlers with IFSPs who receive the EI service on their IFSPs in a timely manner}}{\text{total \# of infants and toddlers with IFSPs}} \times 100$ .

**Overview of Issue/Description of System Process:**

Numerator is the number of children of whom all services were received in a timely manner divided by the number of children whose files were reviewed. If a child had more than one service and not all services were received in a timely manner then the file was counted as out of compliance completely. Data were provided through case review. July-Sept data are based on IFSPs developed before July 1, 2006.

**Baseline Data:** 1 infants and toddlers with IFSPs received early intervention services on their IFSPs in a timely manner divided by 1 infants and toddler with IFSPs times 100 = **100 percent**. Shortage of direct therapy and consultative staff especially SLP's is an issue for region II.

**Discussion of Baseline Data:**

	Jul-Sept. 06	Oct.-Dec. 06	Jan.-Mar. 07	Apr.-Jun. 07	Overall State
	Region 2	Region 2	Region 2	Region 2	
# Children	1				27
# Services Delivered timely	1				16
%	100.00%				59.26%

Example: There is 1 service(s) being provided in Region 2 to one child. Of those services, 0 service(s) is not being received in a timely manner. This child is receiving all their services in a timely manner.

### Measurable Rigorous Targets:

Date (FFY)	Measurable Rigorous Targets
2005	100% of infants and toddlers with IFSPs will receive the early intervention services on their IFSPs within
(2005 - 2006)	
2006	100% of infants and toddlers with IFSPs will receive the early intervention services on their IFSPs within
(2006 - 2007)	
2007	100% of infants and toddlers with IFSPs will receive the early intervention services on their IFSPs within
(2007 - 2008)	
2008	100% of infants and toddlers with IFSPs will receive the early intervention services on their IFSPs within
(2008 - 2009)	
2009	100% of infants and toddlers with IFSPs will receive the early intervention services on their IFSPs within
(2009 - 2010)	
2010	100% of infants and toddlers with IFSPs will receive the early intervention services on their IFSPs within
(2010 - 2011)	

### Improvement Activities/ Timelines/ Resources:

Improvement Activities	Timelines	Resources/
		Person(s) Responsible
After receiving additional training through the case review process, the IFSP development process was changed to more accurately reflect the start date for services. MIDP staff have been instructed to list the start date as the end of the month in which the service will occur rather than listing the start date as the date of the IFSP.	June 1, 2007 - ongoing	Kathy Lee
MIDP will explore the use of distance technology with North Dakota Center for Disabilities staff who have utilized it in the past with school and residential facilities to determine if there are possibilities for in-home use.	Sept. 2007	Kathy Lee

Monitoring Priority: Early Intervention in Natural Environments

**Part C Priority Indicator 2: Percent of infants and toddlers with IFSPs who primarily receive EI services in the home or programs for typically developing children.**

Measurement:  $\text{Percent} = \frac{\text{\# of infants and toddlers with IFSPs who receive EI services in the home or programs for typically developing children}}{\text{total \# of infants and toddlers with IFSPs}} \times 100$ .

**Overview of Issue/Description of System Process:**

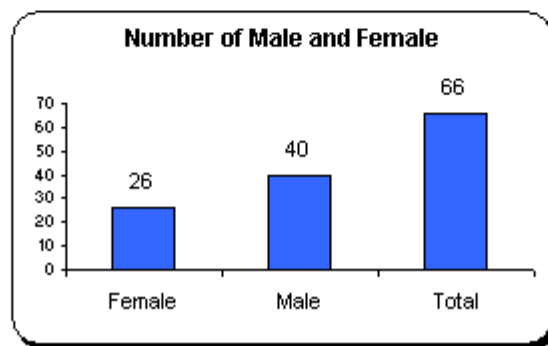
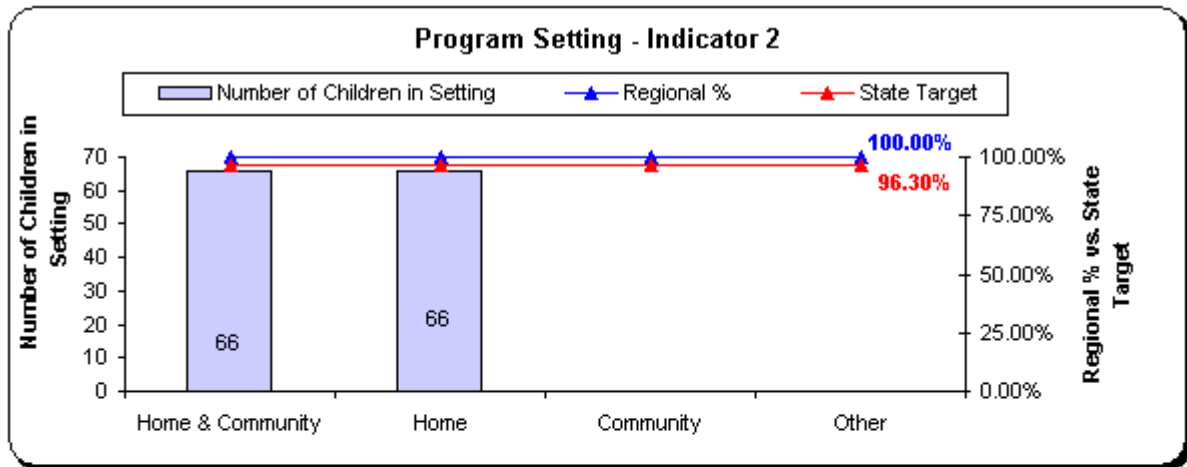
Data is pulled from ASSIST query and located in the Excel file on tab labeled 'Indicator 2 R2 Quarterly'.

**Baseline Data:** 60 infants and toddlers with IFSPs received early intervention services in the home or programs for typically developing children divided by 65 infants and toddler with IFSPs times 100 = **92.31 percent**.

**Discussion of Baseline Data:**

Example: Current Quarter

There are 66 infants and toddlers being served in Region 2. Of those, 66 receiving services in a program for typically developing children are receiving services in their home. Therefore, 100% are being served in the home or program for typically developing children. The State target for FFY 2005-2006 is for 96.3% of infants and toddlers with IFSPs will primarily receive early intervention services in their home or programs for typically developing children. According to the data our region is exceeding the State target. However, Region II personnel realize that services are not always occurring in natural environments. Specific areas of concern are direct and consultative speech therapy and direct physical therapy. The region does have access to an occupational therapist who provides in-home direct occupational therapy.



	Jul-Sept. 06	Oct.-Dec. 06	Jan.-Mar. 07	Apr.-Jun. 07	
	Region 2	Region 2	Region 2	Region 2	State Target
# Children	65	70	66		
Male	N/A	42	40		
Female	N/A	28	26		
Home & Community	60	70	66		
Male	N/A	42	40		
Female	N/A	28	26		
Other	5	0	0		
Male	N/A	0	0		
Female	N/A	0	0		
% in Home/Community	92.31%	100.0%	100.0%		96.30%

**Measurable Rigorous Targets:**

Date (FFY)	Measurable Rigorous Targets
2005	96.3% of infants and toddlers with IFSPs will primarily receive early intervention services in their home or programs for typically developing children.
(2005 - 2006)	
2006	96.4% of infants and toddlers with IFSPs will primarily receive early intervention services in their home or programs for typically developing children.
(2006 - 2007)	
2007	96.5% of infants and toddlers with IFSPs will primarily receive early intervention services in their home or programs for typically developing children.
(2007 - 2008)	
2008	96.6% of infants and toddlers with IFSPs will primarily receive early intervention services in their home or programs for typically developing children.
(2008 - 2009)	
2009	96.8% of infants and toddlers with IFSPs will primarily receive early intervention services in their home or programs for typically developing children.
(2009 - 2010)	
2010	97% of infants and toddlers with IFSPs will primarily receive early intervention services in their home or programs for typically developing children.
(2010 - 2011)	

**Improvement Activities/ Timelines/ Resources:**

Improvement Activities	Timelines	Resources/ Person(s) Responsible
MIDP will explore the use of technology to determine if speech consultations provided by MSU Communication Disorders Clinic can be completed in the home	Sept. 2007-Sept. 2008	Kathy Lee
MIDP's early interventionists will provide families with information on service delivery and natural environments so they can advocate and make informed decisions about services for their child.	July 1, 2007-June 30, 2008	NECTAC, Zero to Three, other early intervention websites

Monitoring Priority: Early Intervention in Natural Environments

**Part C Priority Indicator 3: Percent of infants and toddlers with IFSPs who demonstrate improved:**

**A. Positive social-emotional skills (including social relationships);**

**B. Acquisition and use of knowledge and skills (including early language/communication); and**

**C. Use of appropriate behaviors to meet their needs.**

Measurement:

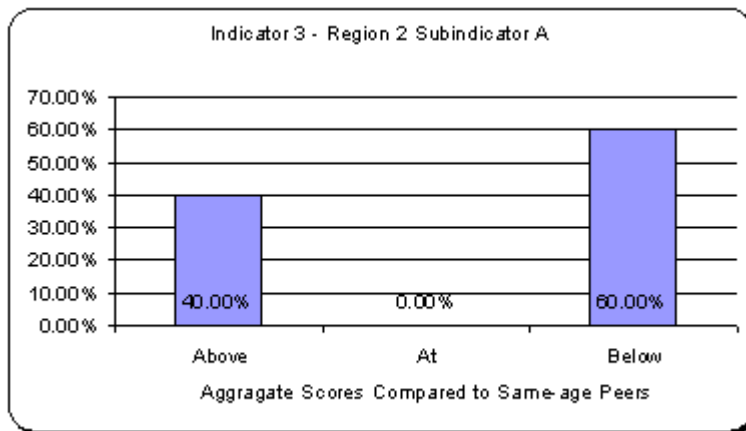
- A. Percent = # of infants and toddlers who reach or maintain functioning at a level comparable to same-aged peers divided by the total # of infants and toddlers with IFSPs times 100;
- B. Percent = # of infants and toddlers who improve functioning at a level comparable to same-aged peers divided by the total # of infants and toddlers with IFSPs times 100; and
- C. Percent = # of infants and toddlers who did not improve functioning at a level comparable to same-aged peers divided by the total # of infants and toddlers with IFSPs times 100.

If children meet the criteria for A, report them in A. Do not include children reported in A in the B or C measurement. If A + B + C does not sum 100%, explain the difference.

### Overview of Issue/Description of System Process:

### Baseline Data:

**A. Positive social-emotional skills (including social relationships);** Baseline data indicate that 20 of 27 files provided are clean; 40% children are functioning above age level, 0% are functioning at age level, and 60% are functioning below age level. There were no infants or toddlers with exit data this quarter that had been in the program for at least 6 months.

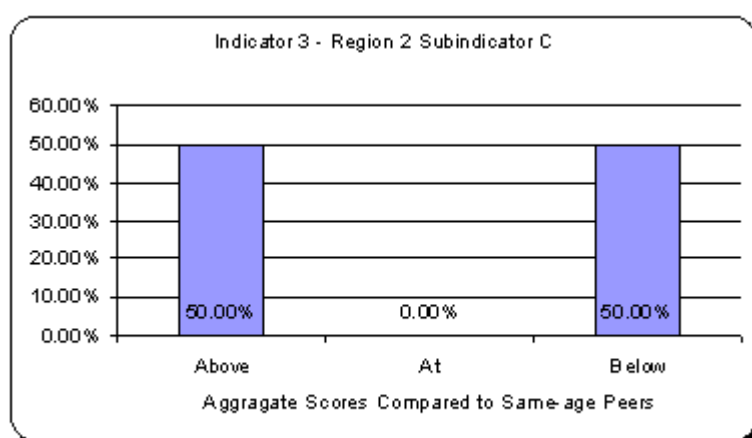


Indicator Table	N=	Sub Indicator A 10/1/06			N	Sub Indicator A 4/1/07		
	13	Above	At	Below	20	Above	At	Below
		3	0	10		8	0	12
		23.08%	0.00%	76.92%		40.00%	0.00%	60.00%

**B. Acquisition and use of knowledge and skills (including early language/communication);** Baseline data indicate that 20 of 27 files provided are clean; 30% children are functioning above age level, 0% are functioning at age level, and 70% are functioning below age level. There were no infants or toddlers with exit data this quarter that had been in the program for at least 6 months.

Indicator Table	N=	Sub Indicator B 10/1/06			N	Sub Indicator B 4/1/07		
		Above	At	Below		Above	At	Below
	13	1	0	12	20	6	0	14
		7.69%	0.00%	92.31%		30.00%	0.00%	70.00%

**C. Use of appropriate behaviors to meet their needs.** Baseline data indicate that 20 of 27 files provided are clean; 50% children are functioning above age level, 0% are functioning at age level, and 50% are functioning below age level. There were no infants or toddlers with exit data this quarter that had been in the program for at least 6 months.



Indicator Table	N=	Sub Indicator C 10/1/06			N	Sub Indicator C 4/1/07		
		Above	At	Below		Above	At	Below
	13	0	1	12	20	10	0	10
		0.00%	7.69%	92.31%		50.00%	0.00%	50.00%

**Discussion of Baseline Data:** Region 2 had 27 files with Child PAR data provided by the state through the ASSIST system query (Data pulled from ASSIST Child PAR and provided in excel workbook on Indicator 3 tab.) Of those, 7 contained data errors. Therefore, 20 files were used for baseline data. There were no infants or toddlers with exit data this quarter that had been in the program for at least 6 months.



**Measurable Rigorous Targets:**

Date (FFY)	Measurable Rigorous Targets
2005	To be determined.
(2005 - 2006)	
2006	To be determined.
(2006 - 2007)	
2007	To be determined.
(2007 - 2008)	
2008	To be determined.
(2008 - 2009)	
2009	To be determined.
(2009 - 2010)	
2010	To be determined.
(2010 - 2011)	

**Improvement Activities/ Timelines/ Resources:**

Improvement Activities	Timelines	Resources/
		Person(s) Responsible
DD case managers and MIDP staff will complete PAR's in a timely manner so that accurate entry and exit data can be obtained	ongoing	Nancy Rubbelke
New staff will receive training in completion of PAR so that data is complete and accurate	As needed	Kathy Lee Kathy Lee Nancy Rubbelke

Monitoring Priority: Early Intervention in Natural Environments

**Part C Priority Indicator 4: Percent of families participating in Part C who report that EI service have helped the family:**

- A. Know their rights;**
- B. Effectively communicate their children's needs; and**
- C. Help their children develop and learn.**

#### Measurement:

- A. Percent = # of respondent families who report that EI services have helped the family know their rights divided by the total # of respondent families participating in Part C times 100;
- B. Percent = # of respondent families who report that EI services have helped the family effectively communicate their children's needs divided by the total # of respondent families participating in Part C times 100; and
- C. Percent = # of respondent families who report that EI services have helped the family help their children develop and learn divided by the total # of respondent families participating in Part C times 100.

#### Overview of Issue/Description of System Process:

Data is collected through a Family Survey. Results are located in the Excel file on tab labeled 'Indicator 4'.

#### Baseline Data:

- A. Respondents who feel that EI has helped their family know and understand their rights:

Region	Total Respondents	Respondents choosing a score of 5, 6, or 7:	%
2	26	16	61.54%
Statewide	213*	180	84.51%

\*2 respondents skipped this question.

- B. Respondents who feel that EI has helped their family effectively communicate their child's needs:

Region	Total Respondents	Respondents choosing a score of 5, 6, or 7:	%
2	26	16	61.54%
<b>Statewide</b>	<b>212</b>	<b>188</b>	<b>88.68%</b>

\*3 respondents skipped this question.

**C. Respondents who feel that EI has helped their family to be able to help their child develop and learn:**

Region	Total Respondents	Respondents choosing a score of 5, 6, or 7:	%
2	26	19	73.08%
<b>Statewide</b>	<b>213*</b>	<b>183</b>	<b>85.92%</b>

\*2 respondents skipped this question.

**Discussion of Baseline Data:**

**Measurable Rigorous Targets:**

Date (FFY)	Measurable Rigorous Targets
2005	To be determined.
(2005 - 2006)	
2006	To be determined.
(2006 - 2007)	
2007	To be determined.
(2007 - 2008)	
2008	To be determined.
(2008 - 2009)	
2009	To be determined.
(2009 - 2010)	
2010	To be determined.
(2010 - 2011)	

**Improvement Activities/ Timelines/ Resources:**

Improvement Activities	Timelines	Resources/
		Person(s) Responsible
DD case managers will review parental rights with families each time an ISP is signed and offer them another copy of the Parent Rights brochure.	July, 2007	Nancy Rubbleke
Staff from the DD office or the Experienced Parent (whoever is doing survey) will notify MIDP coordinator before survey is started so families can be encouraged to complete the survey and the rate of return can be increased.	July 2007	Deb Balsdon Dawn Klein
When early intervention staff complete a monthly progress note at the end of each month they will review child's status on each outcome and talk with parents about the focus of activities for the next month.	July 2007	Kathy Lee

Monitoring Priority: Effective General Supervision Part C/Child Find

**Part C Priority Indicator 5: Percent of infants and toddlers birth to 1 with IFSPs compared to:**

**A. State data.**

Measurement:

A. Percent = # of infants and toddlers birth to 1 with IFSPs divided by the population of infants and toddlers birth to 1 times 100 compared to North Dakota.

#### Overview of Issue/Description of System Process:

#### Baseline Data:

Quarterly data indicated that on April 1, 2007, the Region 2 early intervention system was serving 17 infants and toddlers birth to 1. The total population of Region 2 infants and toddlers birth to 1 was 1,160. **1.47 percent** of the total population under 1 was served.

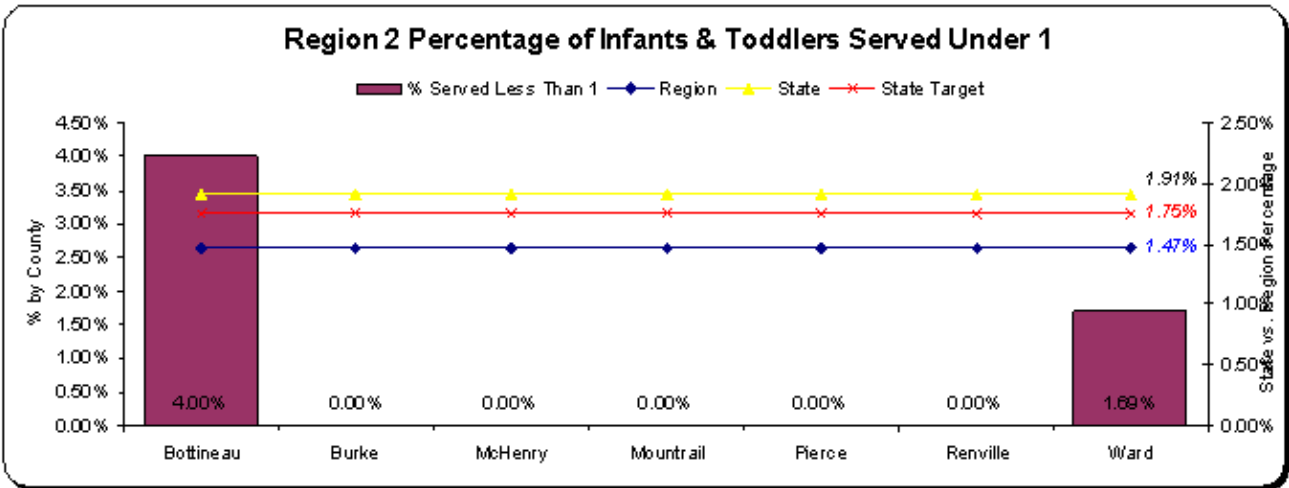
#### Discussion of Baseline Data:

This percentage is subject to a great deal of fluctuation throughout the year. Region II was above the state target from July – December 2006 but below the state target for the 4/1/07 sample. The NICU and the hospital's neonatologist are excellent referral sources so most of the high risk infants are getting referred to early intervention. Referrals from pediatricians, the small communities in region II surrounding Minot and from the MAFB tend to occur when the toddlers are closer to age 2.

### Percentage of Infants and Toddlers Served

County #	County	Less Than 1 in ID on 4/1/07	Children Less Than 1 Living in County	% Served Less Than 1
5	Bottineau	2	50	4.00%
7	Burke	0	16	0.00%
25	McHenry	0	56	0.00%
31	Mountrail	0	100	0.00%
35	Pierce	0	33	0.00%
38	Renville	0	20	0.00%
51	Ward	15	885	1.69%
<b>Region II</b>		<b>17</b>	<b>1160</b>	<b>1.47%</b>
State		146	7,660	1.91%
State Target				1.75%

4/1/2007



## Percentage of Infants and Toddlers Served under 1

	Jul-Sept. 06	Oct.-Dec. 06	Jan.-Mar. 07	Apr.-Jun. 07	Current Qtr.
	Region 2	Region 2	Region 2	Region 2	Percentage
Bottineau	1	3	2		4.00%
Burke	1	1	0		0.00%
McHenry	0	0	0		0.00%
Mountrail	2	2	0		0.00%
Pierce	0	0	0		0.00%
Renville	0	0	0		0.00%
Ward	18	24	15		1.69%
<b>Region II</b>	<b>22</b>	<b>30</b>	<b>17</b>		<b>1.47%</b>
State	146	-	-	-	<b>1.91%</b>
Percentage	1.90%	2.59%	1.47%	%	-
State Target	-	-	-	-	<b>1.75%</b>

## Percentage of Infants and Toddlers Served under 1 Male/Female Breakdown

	Jul-Sept. 06		Oct.-Dec. 06		Jan.-Mar. 07		Apr.-Jun. 07	
	Male	Female	Male	Female	Male	Female	Male	Female
Bottineau	N/A	N/A	3	0	2	0		
Burke	N/A	N/A	1	0	0	0		
McHenry	N/A	N/A	0	0	0	0		
Mountrail	N/A	N/A	2	0	0	0		
Pierce	N/A	N/A	0	0	0	0		
Renville	N/A	N/A	0	0	0	0		
Ward	N/A	N/A	13	11	8	7		

### Measurable Rigorous Targets:

Date (FFY)	Measurable Rigorous Targets
2005 (2005 - 2006)	1.75 percent of the total population of infants and toddlers birth to 1 residing in North Dakota will be identified and found eligible for early intervention services and have an IFSP.
2006 (2006 - 2007)	1.78 percent of the total population of infants and toddlers birth to 1 residing in North Dakota will be identified and found eligible for early intervention services and have an IFSP.
2007 (2007 - 2008)	1.81 percent of the total population of infants and toddlers birth to 1 residing in North Dakota will be identified and found eligible for early intervention services and have an IFSP.
2008 (2008 - 2009)	1.84 percent of the total population of infants and toddlers birth to 1 residing in North Dakota will be identified and found eligible for early intervention services and have an IFSP.
2009 (2009 - 2010)	1.87 percent of the total population of infants and toddlers birth to 1 residing in North Dakota will be identified and found eligible for early intervention services and have an IFSP.
2010 (2010 - 2011)	1.90 percent of the total population of infants and toddlers birth to 1 residing in North Dakota will be identified and found eligible for early intervention services and have an IFSP.

### Improvement Activities/ Timelines/ Resources:

Improvement Activities	Timelines	Resources/
DDCM will provide annual training on services available through DD including Infant Development to rural communities through Village Teams	Sept. 2007- June, 2008	Person(s) Responsible Nancy Rubbelke will assign training to DDCM serving on teams
RICC will develop EI educational packets for distribution to UND Family Medicine residents and new pediatricians including MAFB in Region II	November, 2007	Dawn Klein
Region II DD program administrator will provide counties with annual notification regarding CAPTA referrals	Sept. 2007	Kathy Lee Nancy Rubbelke

Monitoring Priority: Effective General Supervision Part C/Child Find

### Part C Priority Indicator 6: Percent of infants and toddlers birth to 3 with IFSPs compared to:

#### A. State data.



#### Measurement:

A. Percent = # of infants and toddlers birth to 3 with IFSPs divided by the population of infants and toddlers birth to 3 times 100 compared to North Dakota.

#### Baseline Data:

Quarterly data indicated that on April 1, 2007, the Region 2 early intervention system was serving 67 infants and toddlers birth to 3. The total population of Region 2 infants and toddlers birth to 3 was 3,464. **1.93 percent** of the total population under 3 was served.

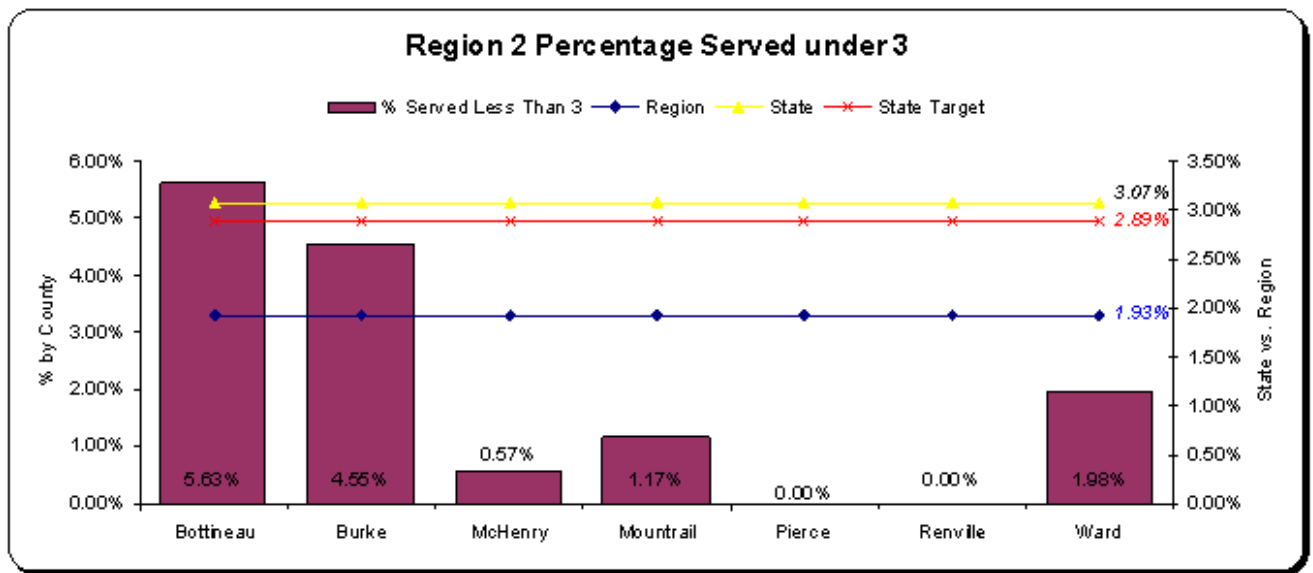
#### Discussion of Baseline Data:

The majority of referrals for early intervention come from the Trinity NICU. Other referral sources will be targeted in 2007-2008.

### Percentage of Infants and Toddlers Served

County #	County	Number in ID on 4/1/07	Children Less Than 3 Living in County	% Served Less Than 3
5	Bottineau	9	160	5.63%
7	Burke	2	44	4.55%
25	McHenry	1	175	0.57%
31	Mountrail	3	256	1.17%
35	Pierce	0	140	0.00%
38	Renville	0	66	0.00%
51	Ward	52	2623	1.98%
<b>Region II</b>		<b>67</b>	<b>3464</b>	<b>1.93%</b>
State		718	23,357	<b>3.07%</b>

4/1/07



### Percentage of Infants and Toddlers Served under 3

	Jul.-Sept. 06	Oct.-Dec. 06	Jan.-Mar. 07	Apr.-Jun. 07	Current Qtr.
	Region 2	Region 2	Region 2	Region 2	Percentage
Bottineau	9	11	9		5.63%
Burke	1	2	2		4.55%
McHenry	1	1	1		0.57%
Mountrail	5	3	3		1.17%
Pierce	2	1	0		0.00%
Renville	0	0	0		0.00%
Ward	55	52	52		1.98%
<b>Region II</b>	<b>73</b>	<b>70</b>	<b>67</b>		<b>1.93%</b>
State	718	-	-	-	<b>3.07%</b>
Percentage	2.11%	2.02%	1.93%	%	-
State Target	-	-	-	-	<b>2.89%</b>

## Percentage of Infants and Toddlers Served under 3 Male/Female Breakdown

	Jul-Sept. 06		Oct.-Dec. 06		Jan.-Mar. 07		Apr.-Jun. 07	
	Male	Female	Male	Female	Male	Female	Male	Female
Bottineau	N/A	N/A	6	5	5	4		
Burke	N/A	N/A	2	0	2	0		
McHenry	N/A	N/A	1	0	1	0		
Mountrail	N/A	N/A	3	0	3	0		
Pierce	N/A	N/A	0	1	0	0		
Renville	N/A	N/A	0	0	0	0		
Ward	N/A	N/A	30	22	29	23		

### Measurable Rigorous Targets:

Date (FFY)	Measurable Rigorous Targets
2005 (2005 - 2006)	2.89 percent of the total population of infants and toddlers birth to 3 residing in North Dakota will be identified and found eligible for early intervention services and have an IFSP.
2006 (2006 - 2007)	2.98 percent of the total population of infants and toddlers birth to 3 residing in North Dakota will be identified and found eligible for early intervention services and have an IFSP.
2007 (2007 - 2008)	3.07 percent of the total population of infants and toddlers birth to 3 residing in North Dakota will be identified and found eligible for early intervention services and have an IFSP.
2008 (2008 - 2009)	3.16 percent of the total population of infants and toddlers birth to 3 residing in North Dakota will be identified and found eligible for early intervention services and have an IFSP.
2009 (2009 - 2010)	3.25 percent of the total population of infants and toddlers birth to 3 residing in North Dakota will be identified and found eligible for early intervention services and have an IFSP.
2010 (2010 - 2011)	3.34 percent of the total population of infants and toddlers birth to 3 residing in North Dakota will be identified and found eligible for early intervention services and have an IFSP.

### Improvement Activities/ Timelines/ Resources:

Improvement Activities	Timelines	Resources/
DDCM will provide annual training on services available through DD including Infant Development to rural communities through Village Teams	Sept. 2007- June, 2008	Person(s) Responsible Nancy Rubbelke will assign training to DDCM serving on teams
RICC will develop EI educational packets for distribution to UND Family Medicine residents and new pediatricians including MAFB in Region II	November, 2007	Dawn Klein
Region II DD program administrator will provide counties with annual notification regarding CAPTA referrals	Sept. 2007	Kathy Lee Nancy Rubbelke

Monitoring Priority: Effective General Supervision Part C/Child Find

**Part C Priority Indicator 7: Percent of eligible infants and toddlers with IFSPs for whom an evaluation and assessment and an initial IFSP meeting were conducted within Part C's 45-day timeline.**

#### Measurement:

Percent = # of eligible infants and toddlers birth to 1 with IFSPs for whom an evaluation and assessment and an initial IFSP meeting was conducted within Part C's 45-day timeline divided by # of eligible infants and toddlers evaluated and assessed times 100.

Account for untimely evaluations.

#### Overview of Issue/Description of System Process:

##### Baseline Data:

From January 1, 2007 to March 30, 2007, 28 infants and toddlers had evaluations, assessments. 19 infants and toddlers were found eligible. Of those 19 found eligible, 53 percent had evaluations, assessments, and an initial IFSP meeting conducted within 45 days of referral. Family reasons accounted for 2 of the missed timelines. When this is taken into consideration, region 2 met this compliance standard 63% of the time.

##### Discussion of Baseline Data:

DDCM and MIDP have collaborated to rework the intake process so the time from referral to evaluation can be shortened. MIDP has started a peer review process and a random monitoring process to help educate staff on the requirements of compliance monitoring standards. Access to SLP's in a timely manner for evaluation and consultation is an issue.

#### Case Review Data (April, May, June 2006) – Without Accounting for Family Reasons

Compliance % by Region & Component, Statewide

Monitoring Survey Item and (ITEM no.)	Region 2		Statewide	
	+	%	+	%
45 Day Timeline	350.00%		2575.76%	
Multi-Disciplinary Evaluation	3	100%	2496.00%	
Gross Motors	3	100%	2496.00%	
Fine Motor	3	100%	25	100%
Vision	3	100%	2080.00%	
Hearing	3	100%	1040.00%	
Cognitive	0	0.00%	2080.00%	
Communication	266.67%		2392.00%	
Adaptive	266.67%		2496.00%	
Social/Emotional	133.33%		2392.00%	

Statewide, of the 33 files, there were 25 files within the 45 day timeline, Of those, I looked to see if each of those files had the other components. If so, they are represented in the "+" column; if not, "-". Numerator is number of files within the 45 day timeline. Denominator is the total files in each region.

	Jul-Sept. 06	Oct.-Dec. 06	Jan.-Mar. 07	Apr.-Jun. 07	Current Qtr.
	Region 2	Region 2	Region 2	Region 2	State Comparison
45 Day Timeline	50.00%				75.76%
Multi-Disciplinary Evaluation	100%				96.00%
Gross Motors	100%				96.00%
Fine Motor	100%				100%
Vision	100%				80.00%
Hearing	100%				40.00%
Cognitive	0.00%				80.00%
Communication	66.67%				92.00%
Adaptive	66.67%				96.00%
Social/Emotional	33.33%				92.00%

### Case Review Data (April, May, June 2006) –Accounting for Family Reasons

Compliance % by Region & Component, Statewide

Monitoring Survey Item and (ITEM no.)	Region		Statewide	
	2			
	+	%	+	%
45 Day Timeline	6	100%	33	100%
Multi-Disciplinary Evaluation	6	100%	32	96.97%
Gross Motors	583.33%	31	93.94%	
Fine Motor	6	100%	33	100%
Vision	6	100%	28	84.85%
Hearing	583.33%	14	42.42%	
Cognitive	350.00%	28	84.85%	
Communication	583.33%	31	93.94%	
Adaptive	583.33%	32	96.97%	
Social/Emotional	466.67%	31	93.94%	

Statewide, of the 33 files, accounting for those past the 45 days due to family reasons, there were 33 files within the 45 day timeline. Of those, I looked to see if each of those files had the other components. If so, they are represented in the "+" column; if not, "-". Numerator is number of files within the 45 day timeline. Denominator is the total files in each region.

	Jul-Sept. 06	Oct.-Dec. 06	Jan.-Mar. 07	Apr.-Jun. 07	Current Qtr.
	Region 2	Region 2	Region 2	Region 2	State Comparison
45 Day Timeline	100%				100%
Multi-Disciplinary Evaluation	100%				96.97%
Gross Motors	83.33%				93.94%
Fine Motor	100%				100%
Vision	100%				84.85%
Hearing	83.33%				42.42%
Cognitive	50.00%				84.85%
Communication	83.33%				93.94%
Adaptive	83.33%				96.97%
Social/Emotional	66.67%				93.94%

**Measurable Rigorous Targets:**

Date (FFY)	Measurable Rigorous Targets
2005	100 percent of eligible infants and toddlers will have evaluations, assessments, and an initial IFSP meeting conducted within 45 days of referral.
(2005 - 2006)	
2006	100 percent of eligible infants and toddlers will have evaluations, assessments, and an initial IFSP meeting conducted within 45 days of referral.
(2006 - 2007)	
2007	100 percent of eligible infants and toddlers will have evaluations, assessments, and an initial IFSP meeting conducted within 45 days of referral.
(2007 - 2008)	
2008	100 percent of eligible infants and toddlers will have evaluations, assessments, and an initial IFSP meeting conducted within 45 days of referral.
(2008 - 2009)	
2009	100 percent of eligible infants and toddlers will have evaluations, assessments, and an initial IFSP meeting conducted within 45 days of referral.
(2009 - 2010)	
2010	100 percent of eligible infants and toddlers will have evaluations, assessments, and an initial IFSP meeting conducted within 45 days of referral.
(2010 - 2011)	

**Improvement Activities/ Timelines/ Resources:**

Improvement Activities	Timelines	Resources/
		Person(s) Responsible
DDCM and MIDP will make initial visits together and complete a combined intake to reduce the time from intake to evaluation	June 2007-June 2008	Mary Lou Holliday Sue Schollmeyer Jerolyn Austin
DDCM and MIDP staff will enter correspondence with families in Lotus Notes so that documentation is available when the 45 day timeline is in question.	June 2007 – June 2008	Kathy Lee Nancy Rubbleke Kathy Lee

Monitoring Priority: Effective General Supervision Part C/Effective Transition

**Part C Priority Indicator 8: Percent of all children exiting Part C who received timely transition planning to support the child's transition to preschool and other appropriate community services by their third birthday including:**

**A. IFSPs with transition steps and services;**

**B. Notification to LEA, if child potentially eligible for Part B; and**

**C. Transition conference, if child potentially eligible for Part B.**



Measurement:

- A. Percent = # of children exiting Part C who have an IFSP with transition steps and services divided by # of children exiting Part C times 100.
- B. Percent = # of children exiting Part C and potentially eligible for Part B where notification to LEA occurred divided by # of children exiting Part C who were potentially eligible for Part B times 100.
- C. Percent = # of children existing Part C and potentially eligible for Part B where the transition conference occurred divided by # of children exiting Part C who were potentially eligible for Part B times 100.

Overview of Issue/Description of System Process:

Baseline Data:

A. Statewide, 20 of the sampled children exiting Part C had an IFSP with transition steps and services included in their IFSP. 21 children exiting Part C were sampled. **95.24** percent had an IFSP with transition steps and services. Regionally, 100 percent had an IFSP with transition steps and services.

Transition Issues identified and steps included to prepare family for transition			
Region	# in Compliance	Of How Many	Percentage
2	3	3	100.00%
Statewide	20	21	95.24%

B. Statewide, LEAs were notified for 20 of the sampled children who were exiting Part C and were potentially eligible for Part B. 21 children exiting Part C and potentially eligible for Part B were sampled. LEAs were notified for **95.24** percent of the sampled children who were exiting Part C and were potentially eligible for Part B. Regionally, LEAs were notified for 100 percent of the sampled children who were exiting Part C and were potentially eligible for Part B.

Transition Issues identified and steps included to prepare family for transition			
Region	# in Compliance	Of How Many	Percentage
2	3	3	100.00%
Statewide	20	21	95.24%

C. Statewide, 15 of the sampled children exiting Part C and potentially eligible for Part B had a transition conference 90 days before their third birthday. 21 children exiting Part C and potentially eligible for Part B were sampled. **71.43%** percent of the sample children exiting Part C and potentially eligible for Part B had a transition conference 90 days before their third birthday. Regionally, 0 percent of the sampled children exiting Part C and potentially eligible for Part B had a transition conference 90 days before their third birthday.

Transition Issues identified and steps included to prepare family for transition			
<u>Region</u>	<u># in Compliance</u>	<u>Of How Many</u>	<u>Percentage</u>
2	0	3	0.00%
<b>Statewide</b>	<b>15</b>	<b>21</b>	<b>71.43%</b>

#### **Discussion of Baseline Data:**

Data were provided through case review. July-Sept data are based on IFSPs developed before July 1, 2006.

A chart review of transition data from January 1, 2007 through May 31, 2007 indicated that 16 2 yr. 7 month meetings were held. Twelve meeting dates were in compliance (75%). Twelve 2 yr. 9 month meetings were held. Seven meeting dates were in compliance (58%). This documents that progress is being made in region II in meeting the 2yr. 9 month compliance standard as previous data was at 0%.

## Measurable Rigorous Targets:

Date (FFY)	Measurable Rigorous Targets
2005 (2005 - 2006)	<p>A. 100 percent of children exiting Part C will have an IFSP with transition steps and services.</p> <p>B. The appropriate LEA will be notified for 100 percent of the children exiting Part C who are potentially eligible for Part B.</p> <p>C. 100 percent of children exiting Part C and potentially eligible for Part B will have a transition conference 90 days before their 3<sup>rd</sup> birthday.</p>
2006 (2006 - 2007)	<p>A. 100 percent of children exiting Part C will have an IFSP with transition steps and services.</p> <p>B. The appropriate LEA will be notified for 100 percent of the children exiting Part C who are potentially eligible for Part B.</p> <p>C. 100 percent of children exiting Part C and potentially eligible for Part B will have a transition conference 90 days before their 3<sup>rd</sup> birthday.</p>
2007 (2007 - 2008)	<p>A. 100 percent of children exiting Part C will have an IFSP with transition steps and services.</p> <p>B. The appropriate LEA will be notified for 100 percent of the children exiting Part C who are potentially eligible for Part B.</p> <p>C. 100 percent of children exiting Part C and potentially eligible for Part B will have a transition conference 90 days before their 3<sup>rd</sup> birthday.</p>
2008 (2008 - 2009)	<p>A. 100 percent of children exiting Part C will have an IFSP with transition steps and services.</p> <p>B. The appropriate LEA will be notified for 100 percent of the children exiting Part C who are potentially eligible for Part B.</p> <p>C. 100 percent of children exiting Part C and potentially eligible for Part B will have a transition conference 90 days before their 3<sup>rd</sup> birthday.</p>
2009 (2009 - 2010)	<p>A. 100 percent of children exiting Part C will have an IFSP with transition steps and services.</p> <p>B. The appropriate LEA will be notified for 100 percent of the children exiting Part C who are potentially eligible for Part B.</p> <p>C. 100 percent of children exiting Part C and potentially eligible for Part B will have a transition conference 90 days before their 3<sup>rd</sup> birthday.</p>
2010 (2010 - 2011)	<p>A. 100 percent of children exiting Part C will have an IFSP with transition steps and services.</p> <p>B. The appropriate LEA will be notified for 100 percent of the children exiting Part C who are potentially eligible for Part B.</p> <p>C. 100 percent of children exiting Part C and potentially eligible for Part B will have a transition conference 90 days before their 3<sup>rd</sup> birthday.</p>

**Improvement Activities/ Timelines/ Resources:**

Improvement Activities	Timelines	Resources/ Person(s) Responsible
MIDP will develop a form to track transition timelines for each child enrolled in services and this form will be distributed monthly to early interventionists	July, 2007	Donna Weishaar, MIDP program secretary
MIDP will enter prior notice forms into correspondence section of Lotus to document transition dates	June, 2007	MIDP early intervention staff
MIDP will enter transition planning meeting notes into the current level of performance on active IFSP	June, 2007	MIDP early intervention staff
MIDP will develop a system to document records sent by MIDP were received by Part B provider	July, 2007	Kathy Lee

Monitoring Priority: Effective General Supervision Part C/ General Supervision

**Part C Priority Indicator 9: General supervision system (including monitoring, complaints, hearings, etc.) identifies and corrects noncompliance as soon as possible but in no case later than one year from identification.**

**Measurement:**

A. Percent of noncompliance related to monitoring priority areas and indicators corrected within one year of identification.

a. # of findings of noncompliance made related to priority areas.

b. # of corrections completed as soon as possible but in no case later than one year from identification.

Percent – b divided by a times 100.

For any noncompliance not corrected within one year of identification, describe what actions, including technical assistance and/or enforcement that the State has taken.

B. Percent of noncompliance related to areas not included in the above monitoring priority areas and indicators corrected within one year of identification.

a. # of findings of noncompliance made related to such areas.

b. # of corrections completed as soon as possible but in no case later than one year from identification.

Percent – b divided by a times 100.

For any noncompliance not corrected within one year of identification, describe what actions, including technical assistance and/or enforcement that the State has taken.

C. Percent of noncompliance identified through other mechanisms (complaints, due process hearings, mediations, etc.) corrected within one year of identification.

a. # of EIS programs in which noncompliance was identified through other mechanisms.

b. # of findings of noncompliance made.

c. # of corrections completed as soon as possible but in no case later than one year from identification.

Percent – c divided by b times 100.

For any noncompliance not corrected within one year of identification, describe what actions, including technical assistance and/or enforcement that the State has taken.

#### **Overview of Issue/Description of System Process:**

Data were provided through case review. July-Sept data are based on IFSPs developed before July 1, 2006.

#### **Baseline Data: Case Review Data (April, May, June 2006)**

Overall Compliance by Region & Statewide

Region	Region 2	State
	% in Compliance	% in Compliance
Compliance (Y/N)	N	N
Ratio Non-compliance: Compliant	7/9	7/9

**Indicator 9 Compliance Data Points: Case Review Data (April, May, June 2006)**  
Compliance % by Region & Component, & State

Monitoring Survey Item	Region 2	State
	% in Compliance	% in Compliance
FSP Effective Date	100.00%	100.00%
Functional & Measurable	10.00%	47.54%
Location of Services	100.00%	100.00%
Individual or Group	100.00%	100.00%
Delivery Method	100.00%	100.00%
Funding Source	100.00%	100.00%
Service Duration	100.00%	100.00%
Parent's Rights Documented	100.00%	100.00%
Rationale	70.00%	63.16%
6 Month & Annual Review	0.00%	0.00%
Written Prior Notice Provided	0.00%	0.00%

**Indicator 9 Performance Data Points: Case Review Data (April, May, June 2006)**  
Progress % by Region & Component, & State

Monitoring Survey Item	Region 2 % of Progress	State % of Progress
Present Level of Performance	0.00%	14.83%
Child's Interest	10.00%	35.50%
FSP Date	90.00%	88.82%
Minimum Participants Documented	0.00%	21.30%
Review of Pertinent Records	60.00%	75.11%
PLP Based on Objective Criteria	30.00%	54.20%
Early Literature	30.00%	55.19%
FSP Included People Important to Family	0.00%	33.95%
Priorities Linked to Concerns, Strengths & Interests.	0.00%	16.72%
Included Family Interview	10.00%	56.04%
Priorities Ranked	0.00%	1.56%
Services and Supports Identified	30.00%	69.62%
Reflect Family Priorities	0.00%	39.72%
Developmentally Appropriate	10.00%	60.90%
Includes pre-literacy and language	20.00%	48.57%
Includes Routines Based Activities	10.00%	42.02%
Includes Use of Lay Language	10.00%	41.08%
Measurable Functional Activities	10.00%	46.19%
Frequency/Intensity Linked to Outcomes	0.00%	30.39%
Consultations Documented	22.22%	41.55%
Services	10.00%	21.39%
Devices	10.00%	23.66%
Discuss appropriate services	0.00%	22.50%
Review child's program options	10.00%	27.81%
Established Transition Plan	0.00%	19.06%
Steps taken to support child	0.00%	18.97%
Procedures to prepare child for new setting	0.00%	8.04%
Discussions of training of parents in training of future placement	0.00%	6.25%
Periodic Review Completed	0.00%	14.29%
Date and Team Members Included	0.00%	26.90%
Required IFSP Participants	0.00%	19.91%
	Region 2 % of Progress	State % of Progress
Cumulative % toward 70% Target (gap)	13.29% (56.71%)	36.46% (33.54%)

#### Discussion of Baseline Data:

## Measurable Rigorous Targets:

Date (FFY)	Measurable Rigorous Targets
2005 (2005 - 2006)	<p>A. 100 percent of all findings of non-compliance related to monitoring priority areas will be corrected as soon as possible but in no case later than 1 year from identification.</p> <p>B. 100 percent of all findings of non-compliance in addition to monitoring priority areas will be corrected as soon as possible but in no case later than 1 year from identification.</p> <p>C. 100 percent of all findings of non-compliance related to complaint resolution actions will be corrected as soon as possible but in no case later than 1 year from identification.</p>
2006 (2006 - 2007)	<p>A. 100 percent of all findings of non-compliance related to monitoring priority areas will be corrected as soon as possible but in no case later than 1 year from identification.</p> <p>B. 100 percent of all findings of non-compliance in addition to monitoring priority areas will be corrected as soon as possible but in no case later than 1 year from identification.</p> <p>C. 100 percent of all findings of non-compliance related to complaint resolution actions will be corrected as soon as possible but in no case later than 1 year from identification.</p>
2007 (2007 - 2008)	<p>A. 100 percent of all findings of non-compliance related to monitoring priority areas will be corrected as soon as possible but in no case later than 1 year from identification.</p> <p>B. 100 percent of all findings of non-compliance in addition to monitoring priority areas will be corrected as soon as possible but in no case later than 1 year from identification.</p> <p>C. 100 percent of all findings of non-compliance related to complaint resolution actions will be corrected as soon as possible but in no case later than 1 year from identification.</p>
2008 (2008 - 2009)	<p>A. 100 percent of all findings of non-compliance related to monitoring priority areas will be corrected as soon as possible but in no case later than 1 year from identification.</p> <p>B. 100 percent of all findings of non-compliance in addition to monitoring priority areas will be corrected as soon as possible but in no case later than 1 year from identification.</p> <p>C. 100 percent of all findings of non-compliance related to complaint resolution actions will be corrected as soon as possible but in no case later than 1 year from identification.</p>
2009 (2009 - 2010)	<p>A. 100 percent of all findings of non-compliance related to monitoring priority areas will be corrected as soon as possible but in no case later than 1 year from identification.</p> <p>B. 100 percent of all findings of non-compliance in addition to monitoring priority areas will be corrected as soon as possible but in no case later than 1 year from identification.</p> <p>C. 100 percent of all findings of non-compliance related to complaint resolution actions will be corrected as soon as possible but in no case later than 1 year from identification.</p>
2010 (2010 - 2011)	<p>A. 100 percent of all findings of non-compliance related to monitoring priority areas will be corrected as soon as possible but in no case later than 1 year from identification.</p> <p>B. 100 percent of all findings of non-compliance in addition to monitoring priority areas will be corrected as soon as possible but in no case later than 1 year from identification.</p> <p>C. 100 percent of all findings of non-compliance related to complaint resolution actions will be corrected as soon as possible but in no case later than 1 year from identification.</p>

## Improvement Activities/ Timelines/ Resources:



Improvement Activities	Timelines	Resources/
<p>One evaluation and corresponding IFSP will be randomly pulled each month by MIDP coordinator and will be reviewed by a peer review team whose membership will alternate so that all staff gain experience and knowledge about the evaluation and program development process.</p>	July 2007	<p>Person(s) Responsible Kathy Lee</p>